



CITY OF BURLINGTON

City Clerk
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1161 - (262) 763-3474 fax
www.burlington-wi.gov

CITY OF BURLINGTON
Common Council Minutes
Jeannie Hefty, Mayor
Diahnn Halbach, City Clerk
Tuesday, January 21, 2020

1. Prior to the Call to Order, Council President Jon Schultz announced that he would retain his right to vote.

Call to Order / Roll Call

Council President Jon Schultz called the Common Council meeting to order at 7:36 p.m. Roll Call: Present - Alderman Susan Kott, Alderman Theresa Meyer, Alderman Ryan Heft, Alderman Steve Rauch, Alderman Jon Schultz, Alderman Tom Preusker, Alderman Todd Bauman. Excused: Mayor Hefty, Alderman Bob Grandi.

Student Representatives: Present - Thomas Martin (BHS), Peter DeSmidt (CCHS). Excused: None.

Staff present: City Attorney John Bjelajac, City Administrator Carina Walters, Assistant City Administrator/Zoning Administrator Megan Watkins, Finance Director Steven DeQuaker, Public Works Director Peter Riggs, Utility Manager Donnie Hefty, Police Chief Mark Anderson, Fire Chief Alan Babe, Library Director Joe Davies, Building Inspector Gregory Guidry, and City Intern Nicholas Faust.

2. **Pledge of Allegiance**
3. **Citizen Comments** - NONE
4. **Chamber of Commerce Representative** - NONE
5. **Approval of Minutes** - To approve the January 7, 2020 Common Council Meeting Minutes. Motion: Alderman Rauch. Second: Alderman Bauman. With all in favor, the motion carried.
6. **Letters and Communications** - To approve the excused absence of Alderman Bob Grandi from the January 21, 2020 Committee of the Whole and Common Council Meeting.

Motion: Alderman Rauch. Second: Alderman Kott. With all in favor, the motion carried.

7. **Reports by Aldermanic Representatives and Department Heads**
Alderman Rauch stated that he spoke with the Lyons Elementary 4th Grade class on Friday January 17, 2020 about local government.

Alderman Rauch requested an EMS update from Fire Chief Babe. Chief Babe responded that since January 1, 2020 there have been 94 incidents, of which 18 were from the Town of Burlington and response times have been within five minutes. Rauch asked if the department was now fully staffed.

Babe responded that the department is still accepting application for part-time positions.

Administrator Walters announced that dates need to be confirmed for the 2020 strategic planning process. Alderman Meyer suggested to wait until after the April election to begin the meetings. Walters agreed and stated she would send out new dates in April.

8. **Reports** - To approve Reports 1 - 3 as submitted.
Motion: Alderman Bauman. Second: Alderman Kott. With all in favor, the motion carried.
9. **Payment of Prepaids and Vouchers** - To approve the Prepaid and Vouchers list for bills accrued through January 21, 2020.
Motion: Alderman Kott. Second: Alderman Meyer. Roll Call Vote: Aye - 7. Nay - 0. The motion carried.
10. **Licenses** - To approve Operator's License Applications as submitted.
Motion: Alderman Meyer. Second: Alderman Preusker. With all in favor, the motion carried.
11. **Appointments and Nominations**
 - To approve the appointment of Election Inspector to Ellen Chilson for a two-year term ending December 31, 2021.
 - To approve the appointment of Election Inspector to Carol Huckstorf for a two-year term ending December 31, 2021.

Motion: Alderman Heft. Second: Alderman Bauman. With all in favor, the motion carried.

12. **PUBLIC HEARINGS:** To hear comments and concerns regarding a rezone request for property located at 257 Kendall Street.

Council President Jon Schultz opened the Public Hearing at 7:45 p.m. There were no comments. Alderman Rauch motioned to close the Public Hearing with a second by Alderman Bauman. The Public Hearing was closed at 7:45 p.m.

13. **RESOLUTIONS:**
 - A. **Resolution 4980(33)** - To approve Amendment Number One to the Development Agreement for the Glen at Stonegate Subdivision Addition No. II.

Motion: Alderman Bauman. Second: Alderman Kott. With all in favor, the motion carried.
 - B. **Resolution 4981(34)** - To approve Reduction Number Two to the Letter of Credit for the roadway, sanitary sewer and water main utility infrastructure improvements for the Glen at Stonegate Subdivision, Addition No. II.

Motion: Alderman Preusker. Second: Alderman Heft. Roll Call Vote: Aye - 7. Nay - 0. The motion carried.
 - C. **Resolution 4982(35)** - To approve a Resolution Authorizing the Application to the Wisconsin Economic Development Corporation Community Development Investment Grant for 700 N. Pine Street (Low Daily, LLC) Redevelopment Project.

Motion: Alderman Bauman. Second: Alderman Meyer. Roll Call Vote: Aye - 7. Nay - 0. The motion carried.

- D. **Resolution 4983(36)** - To approve a Developers Agreement with Low Daily, LLC for the 700 N. Pine Street Property as a part of the Community Development Investment Grant (CDI) offered through the Wisconsin Economic Development Corporation (WEDC).

Motion: Alderman Kott. Second: Alderman Meyer. Roll Call Vote: Aye - 7. Nay - 0. The motion carried.

- E. **Resolution 4984(37)** - To approve a three-year engagement letter with Sitzberger CPA's in the not-to-exceed amounts for year-end audits in 2019 of \$30,000, 2020 of \$30,900, and 2021 of \$31,830.

Motion: Alderman Meyer. Second: Alderman Bauman. Roll Call Vote: Aye - 7. Nay - 0. The motion carried.

- F. **Resolution 4985(38)** - To authorize the Construction of Bicycle and Pedestrian Facilities as Part of the Reconstruction of Maryland Avenue.

Motion: Alderman Heft. Second: Alderman Meyer. Roll Call Vote: Aye - 7. Nay - 0. The motion carried.

14. **ORDINANCES:** None

15. **MOTIONS:** None

16. **ADJOURN INTO CLOSED SESSION**

Wis. Stats 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

- Discussion with City Attorney John Bjelajac, regarding possible claims of defamation against Ms. Joann Koenecke, with respect to the City of Burlington and one or more of its employees.

Motion: Alderman Rauch. Second: Alderman Meyer. Roll Call Vote: Aye - 7. Nay - 0. With all in favor, the meeting adjourned to Closed Session at 7:49 p.m.

17. **RECONVENE INTO OPEN SESSION**

Motion: Alderman Preusker. Second: Alderman Rauch. With all in favor, the meeting reconvened to Open Session at 8:38 p.m.

18. **ACT ON ITEMS FROM CLOSED SESSION IF NECESSARY**

There was no action.

19. **ADJOURNMENT**

Motion: Alderman Preusker. Second: Alderman Rauch. With all in favor, the meeting adjourned at 8:38 p.m.

Minutes respectfully submitted by:

Diahnn C. Halbach
City Clerk
City of Burlington